

**BOARD OF SUPERVISORS**

*Brown County*

305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600



E-Mail [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held**

**THE WEEK OF DECEMBER 2 – 6, 2013**

**MONDAY, DECEMBER 2, 2013**

(No Meetings)

**TUESDAY, DECEMBER 3, 2013**

- |           |  |   |
|-----------|--|---|
| *11:00 am | Nicolet Federated Library system - Personnel Committee | Kress Family Branch Library<br>333 N. Broadway, De Pere |
| *12:00 pm | Nicolet Federated Library System – Board of Directors  | Kress Family Branch Library<br>333 N. Broadway, De Pere |

**WEDNESDAY, DECEMBER 4, 2013**

- |          |  |   |
|----------|--|---|
| *5:30 pm | Public Safety Committee                | Room 200, Northern Building<br>305 E. Walnut St.      |
| *6:30 pm | Planning Commission Board of Directors | GB Metro Transportation Center<br>901 University Ave. |

**THURSDAY, DECEMBER 5, 2013**

- |          |   |   |
|----------|---|---|
| *5:30 pm | Education and Recreation Committee<br>(Tour at 5:15 pm) | Cellcom Room, Resch Center<br>1901 S. Oneida Street |
| *7:00 pm | Fire Investigation Task Force                           | Fire Station #1<br>501 S. Washington Street         |

**FRIDAY, DECEMBER 6, 2013**

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

## **PUBLIC NOTICE OF MEETING**

Pursuant to Section 19.84 of the Wisconsin Statutes, Notice is hereby given to the public that a meeting of the Board of Trustees, **Personnel Committee** of the Nicolet Federated Library System will be held **Tuesday December 3, 2013 at 11:00 a.m.**, at **Kress Family Branch Library**, 333 N. Broadway, De Pere, WI 54115.

### **Personnel Committee Members:**

Miriam Erickson, Ken Harter, Sandy Ryczkowski, Chris Wagner, Cheryl Maxwell

**Other members:** Agenda, for your information.

## **AGENDA**

1. October 8, 2013 minutes.
2. Discuss NFLS 2014 Staff Compensation.
4. Discuss Director's Annual Performance Review.
5. Other Business.
6. Adjourn

Miriam Erickson, Chair, Personnel Committee

### ***Attachments:***

October 8, 2013 Minutes.

Notice is hereby given that action by the Committee may be taken on any of the items that are listed on the agenda.  
**Please call 448-4410 if you cannot attend this meeting.**

## PUBLIC NOTICE OF MEETING

Pursuant to Section 19.84 of the Wisconsin Statutes, Notice is hereby given to the public that a meeting of the NFLS Board of Directors will be held **Tuesday, December 3, 2013 at 12 Noon**, at the **Kress Family Branch Library**, 333 N. Broadway, De Pere, WI 54115.

## AGENDA

1. Welcome & lunch.
2. Agenda Revisions.
3. Open Forum.
4. October 8, 2013 Minutes.
5. Reports:
  - 5.1 President – Cheryl Maxwell
    - 5.1 a. Appoint Nominating Committee
  - 5.2 Treasurer's Report– Sandy Ryczkowski
  - 5.3 Personnel Committee – Miriam Erickson
  - 5.4 Director's Report – Mark Merrifield
6. NFLS Continuing Education Report – Jamie Matczak, NFLS CE Coordinator.
7. Discussion of NFLS Board CE Activities in 2014.
8. Approve Resource Library Agreement.
9. Planning Updates – Mark Merrifield.
9. System Configuration Update.
10. New Business.
11. Adjourn.

### **Next Meeting – January, 7, 2014 – Brown County Central Library, Lower Level Mtg Rm**

Notice is hereby given that action by the board may be taken on any of the items that are described or listed in this agenda.

***Please call 920 448-4410 if you cannot attend this meeting.***

Any person wishing to attend who requires special accommodation because of disability should contact NFLS at 920 448-4410 at least two days prior to the meeting so that arrangements can be made.

Attachments:  
Director's Report  
Board Minutes 10/8/2013

Rev & Exp: Sept & Oct.  
NFLS Board Mtg Dates 2014

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

### PUBLIC SAFETY COMMITTEE

**Patrick Buckley, Chair**

Tim Carpenter, Vice Chair

Bill Clancy, Andy Nicholson, Guy Zima

### PUBLIC SAFETY COMMITTEE

**Wednesday, December 4, 2013**

**5:30 p.m.**

**Room 200, Northern Building  
305 E. Walnut Street, Green Bay, WI**

### **\*\*NOTE LOCATION\*\***

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE  
ACTION ON ANY ITEM LISTED ON THE AGENDA**

- I. Call meeting to order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 9, 2013.

### **Comments from the Public.**

1. Review minutes of:
  - a. Fire Investigation Task Force General Membership (September 5, 2013).
  - b. Traffic Safety Commission (July 18, 2013).

### **Communications**

2. Communication from Supervisor Fewell re: I would like a full report why the 911 Center was inoperable? Why the backup plan took so long to implement? Why law enforcement was not notified immediately? What is being done to plan for this in the future, so that this does not occur again? *Referred from October County Board.*
3. Communication from Supervisor Nicholson re: Review a possible contract between Brown County Sheriff's Department and Brown County Housing Authority/ICS to assist with Home Inspections with possible action. *Motion at October mtg: To hold until Sheriff reports back at December mtg.*
4. Communication from Supervisor Buckley re: After the recent LAX shooting, review the active shooter training and protocol for the airport security guards. As well as the Sheriff's Dept. officers and other local agencies responding. *Referred from November County Board.*

### **District Attorney**

5. Budget Adjustment Request (13-117) Category 5: Increase in expenses with offsetting increase in revenue.

### **Medical Examiner**

6. Budget Adjustment Request (13-93) Category 5: Increase in expenses with offsetting increase in revenue.

### **Emergency Management**

7. Resolution Adopting the "Brown County All Hazards Mitigation Plan".

### **Public Safety Communications**

8. Budget Status Financial Report for September, 2013.
9. Director's Report.

### **Sheriff**

10. Budget Adjustment Request (13-112) Category 5: Increase in expenses with offsetting increase in revenue.
11. Budget Adjustment Request (13-118) Category 4: Interdepartmental reallocation or adjustment (including reallocation from the County's General Fund).
12. Resolution Supporting Participation in 2014 County-Tribal Law Enforcement Grant.
13. Sheriff's Report.
14. **Circuit Courts, Commissioners** - Budget Status Financial Report for October, 2013.
15. **Clerk of Courts** – Budget Status Financial Report for October, 2013.

### **Other**

16. Audit of bills.
17. Such other matters as authorized by law.
18. Adjourn.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**AGENDA**  
**BROWN COUNTY PLANNING COMMISSION**  
**BOARD OF DIRECTORS**  
**Wednesday, December 4, 2013**  
**Green Bay Metro Transportation Center**  
**901 University Avenue, Commission Room**  
**Green Bay, WI 54302**  
**6:30 p.m.**

**ROLL CALL:**

Paul Blindauer	_____	John Klasen	_____
James Botz	_____	Michael Malcheski	_____
Paul Brewer	_____	Ken Pabich	_____
William Clancy	_____	Scott Puyleart	_____
Norbert Dantine, Jr.	_____	Dan Robinson	_____
Ron DeGrand	_____	Ray Tauscher	_____
Bernie Erickson	_____	Mark Tumpach	_____
Steve Gander	_____	Steve VandenAvond	_____
Adam Gauthier	_____	Tim VandeWettering	_____
Steve Grenier	_____	Jason Ward	_____
Phil Hilgenberg	_____	Dave Wiese	_____
Dotty Juengst	_____	Reed Woodward	_____

1. Approval of the minutes of the November 6, 2013, regular meeting of the Brown County Planning Commission Board of Directors.
2. Receive and place on file the draft minutes from the November 18, 2013, meeting of the Transportation Subcommittee.
3. **Public Hearing:** Major Amendment #1 to the 2014-2018 Transportation Improvement Program for the Green Bay Urbanized Area.
4. Discussion and action on Major Amendment #1 to the 2014-2018 Transportation Improvement Program for the Green Bay Urbanized Area.
5. Discussion and action concerning the MPO Public Participation Process Update.
6. Discussion and action on the Draft Congestion Management Process (CMP) for the Green Bay Metropolitan Planning Area.  
**(Please bring the draft CMP that was provided with the November meeting packet.)**
7. Overview of the *2013 Coordinated Public Transit-Human Services Transportation Plan for Brown County, Wisconsin*.
8. Amended agreement between the Wisconsin Department of Natural Resources and Brown County Planning Commission increasing the Water Quality Management grant.
9. Update regarding southern bridge.

10. Director's report.
11. Brown County Planning Commission staff updates on work activities during the month of November 2013.
12. Other matters.
13. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 BY THE DAY BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

# BOARD OF SUPERVISORS

# Brown County



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

## EDUCATION & RECREATION COMMITTEE

John Vander Leest, Chair  
John Van Dyck, Vice-Chair  
Corrie Campbell, Erik Hoyer, Thomas Katers

### **EDUCATION & RECREATION COMMITTEE**

**Thursday, December 5, 2013**

**5:30 p.m.**

**\*\* Resch Center, Cellcom Room \*\***

**1901 S. Oneida Street**

**\*\* TOUR of the Resch Center @ 5:15 P.M., MEETING TO FOLLOW \*\***

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY  
TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA.

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 22, 2013.

### **Comments from the Public**

1. Review minutes of:
  - a. Library Board (September 19, 2013).

### **Reports**

2. Report by Brown County Fair Association on 2013 Brown County Fair.

### **Museum**

3. Budget Status Financial Report for September and October, 2013.
4. Neville Public Museum Attendance and Revenue for September and October, 2013.
5. Neville Public Museum Attendance – 5 Year Span.
6. Sales Report.
7. November Director's Report and December Interim Director's Report.

### **Library**

8. Budget Status Financial Report for September and October, 2013.
9. Strategic Plan, 2013.
10. Director's Report.

### **Park Management & NEW Zoo**

11. Parks Budget Status Financial Report for October, 2013.
12. Discussion re: Formation of the Friends of Reforestation Camp Ski Trails.
13. Parks Division - Assistant Director's Report.
14. NEW Zoo Budget Status Financial Report for October, 2013.



15. Budget Adjustment Request (13-107) Category 5: Increase in expenses with offsetting increase in revenue.
16. Budget Adjustment Request (13-121) Category 5 – Increase in expenses with offsetting increase in revenue.
17. Operations Report for October, 2013.
  - i. Admissions, Revenue, Attendance Report.
  - ii. Gift Shop, Mayan Zoo Pass Revenue Report.
18. NEW Zoo Education & Volunteer Programs Report.
19. Zoo Animal Collection Report for November, 2013.
20. Zoo Activity/Director's Report.

#### **Golf Course**

21. Budget Status Financial for October, 2013.
22. Closed Session: Consideration of the negotiations and bargaining of the Golf Pro contract. Pursuant to Wis. Stat. §19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
23. Closed Session: Consideration of the negotiations and bargaining of the Clubhouse Restaurant contract. Pursuant to Wis. Stat. §19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
24. Open Session: Consideration and possible decision on the Golf Pro contract.
25. Open Session: Consideration and possible decision on the Clubhouse restaurant contract.
26. Superintendent's Report.

#### **Resch Centre/Arena/Shopko Hall**

27. Complex Attendance for the Brown County Veterans Memorial Complex.

#### **Other**

28. Audit of bills.
29. Such other matters as authorized by law.
30. Adjourn.

John Vander Leest, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**BROWN COUNTY FIRE INVESTIGATION TASK FORCE  
GENERAL MEMBERSHIP**

**AGENDA**

A meeting of the General Membership will be held on Thursday, December 5, 2013, at 7:00 p.m., at Green Bay Fire Station #1, 501 South Washington Street, Green Bay, WI.






- ITEM #1. Adoption of Agenda.
- ITEM #2. Review Minutes of Previous Meeting.
- ITEM #3. Report of Task Force Activities.
- ITEM #4. Information from Board of Directors Meeting.
- ITEM #5. Old Business.
- ITEM #6. New Business.
- ITEM #7. Juvenile Firesetter Business.
- ITEM #8. Other Business.
- ITEM #9. Set Date, Time, and Location of Next Meeting.
- ITEM #10. Training.

The BCFITF General Membership welcomes anyone interested in becoming a member. **Please post for your fellow firefighters and officers to read.**

Joe Gabe  
President/Coordinator  
BCFITF General Membership

# NOVEMBER 2013








SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 	5	6 <b>Board of Sup Budget Mtg 9:00 am</b>	7	8	9
10 	11	12	13 Special Board of Sup Grievance Hearing	14	15	16
17 	18	19 Vets Recognition Subcommittee 5:00 pm	20	21	22	23
24 	25 Land Con 6 pm Plan Dev & Trans 6:15 pm	26 Human Svc 6:00 pm	27	28  <i>County Board Office Closed</i>	29 <i>County Board Office Closed</i>	30



# DECEMBER 2013



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4 Public Safety 5:30 pm	5 Ed & Rec 5:30pm	6	7
8 	9 Executive Cmte 5:30 pm	10	11	12	13	14
15 	16	17 Vets Recognition Subcommittee 5:00 pm	18 <b>Board of Supervisors 6:00 pm</b>	19 Special Board of Sup Grievance Hearing	20	21
22 	23 Land Con 6 pm Plan Dev & Trans 6:30 pm	24 <i>County Board Office Closed</i>	25  <i>County Board Office Closed</i>	26 Admin 5:00 pm <i>Tentative</i>	27	28
29 	30	31 <i>County Board Office Closed</i>				

## **BROWN COUNTY COMMITTEE MINUTES**

- ❖ Aging & Disability Resource Center Board Meeting (October 24, 2013)
- ❖ Fire Investigation Task Force (September 5, 2013)
- ❖ Human Services Board (November 14, 2013)
- ❖ Library Board (October 17, 2013)

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY**  
**BOARD MEETING**

**October 24, 2013**

**AMENDED MINUTES**

**PRESENT:** Tom Diedrick, Lisa Van Donsel, Keith Pamperin, Larry Epstein, Joan Swigert, Bill Clancy, Steve Daniels, Pat Hickey, Melanie Maczka, Barb Robinson, DonaJane Brasch, Beth Relich

**EXCUSED:** Marvin Rucker

**ALSO PRESENT:** Devon Christianson, Christel Giesen, Debra Bowers, Arlene Westphal, Laurie Ropson, Snooky Zuidmulder, Sandy Groeschel, Jeremy Slusarek, Diana Brown, Denise Misovec

The meeting was called to order by Chairperson Diedrick at 8:35 a.m.

**PLEDGE OF ALLEGIANCE.**

**INTRODUCTIONS:** None

**ADOPTION OF AGENDA:** Ms. Hickey/Mr. Epstein moved to adopt the agenda. **MOTION CARRIED.**

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 26, 2013:**

Ms. Maczka/Ms. Robinson moved to approve the minutes of the regular meeting of September 26, 2013. **MOTION CARRIED.**

**COMMENTS FROM THE PUBLIC:** None

**FINANCE REPORT:**

**A. REVIEW AND APPROVAL OF FINANCE REPORT:** Ms. Bowers reviewed the September 2013 Financial Highlights (enclosure) indicating that we are underspent in Salaries and Fringe. Due to the Nursing home Relocation initiatives, Medical Assistance Administrative Dollars are over budget by \$60,000; and, the Nutrition Program reflects a favorable budget savings of over \$100,000. Ms. Bowers will provide estimated end of year revenues and expenditures at the December meeting.

Mr. Pamperin/Ms. Van Donsel moved to approve and place on file the September 2013 Financial Report. **MOTION CARRIED.**

**B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:** Board members reviewed the Restricted Donation Report. The total additions for the month of September were \$200 for agency use.

Ms. Relich/Mr. Epstein moved to approve the \$200 Restricted Donation received in September, 2013. **MOTION CARRIED.**

***CASA ALBA & PROJECT TO REACH ELDERS WITHIN THE HISPANIC COMMUNITY –***

**SR. MELANIE:** Sr. Melanie Maczka distributed a brochure on a Hispanic Resource Center known as Casa ALBA that provides a welcoming atmosphere for Spanish speaking residents of the greater Green Bay area. The goal of Casa ALBA is to establish personal relationships with the Hispanic Community. In addition they will collaborate with area service providers to avoid duplication of services.

Sr. Melanie's informational report focused on the development of programming and services for senior Hispanics, or "Tercera Edad" following soliciting input from the population itself. She highlighted the recruitment of Hispanic elders in order to identify needs and interests. Their intent is to do outreach and expand services in accessible locations. Some of the various challenges identified were transportation, accessible funds, eligibility for services, and language and cultural differences.

**STAFF REPORT – JEREMY SLUSAREK, ADRC NUTRITION SITE COORDINATOR & ADRC**

**RURAL OUTREACH COORDINATOR:** Mr. Slusarek described his dual roles at the ADRC. As the ADRC's Nutrition Site Coordinator he provides nutrition and socialization programs at the Add LIFE Center downtown. Mr. Slusarek described the program he has created in order to help seniors and persons with disabilities get out, stay active, and have fun: Wii Bowling including a quarterly tournament, working with the UW Extension on a gardening class, A Peek at the Past , Creative Cookies, setting up picnics, holiday parties, and helping with bake sales. Besides his popular Brewer Bus Trip, this year Jeremy arranged educational visits to the Amish Country, a Mega Farm, a Cheese Factory, and the De Young Zoo. Some of our present and past board members have been actively engaged in these activities.

As Rural Outreach Coordinator, Mr. Slusarek has been building relationships in the Denmark Community with churches, service clubs, business associations, the school district and the Denmark Senior Advisory Board. His goal has been to increase participation at the senior center and offering ADRC services to this satellite location. He has partnered with Red Cross to provide trips to Green Bay for shopping, dining and access to pharmacies. There are plans for transportation to the Add LIFE Center in Green Bay to participate in other activities.

The Board had approved private donations last year that have enabled us to add Mr. Slusarek's two year half-time Rural Outreach position allowing us to build our connection to our rural communities.

**REPORT OF NOMINATIONS AND HUMAN RESOURCE COMMITTEE:** Mr. Diedrick, reported that the Nominations and Human Resource Committee met earlier this morning and reviewed the newly developed staff evaluation form, merit increase criteria, the director's evaluation process, and nominations for the ADRC Board in 2014. Mr. Diedrick shared that the County Executive has approved a 1% salary increase for staff and in addition opened the opportunity for individual merit performance opportunity. He reported that Committee discussed the criteria and protocols for implementing the merit performance opportunity. Mr. Diedrick noted that it is important to reiterate that this is a one-time increase and there is no guarantee that it will be offered in succeeding years. Both management and staff have had the opportunity for input in the process. Mr. Pamperin mentioned that the Nominations and Human Resource Committee has reviewed the evaluation process and has given guidance to the Director. The Committee had positive comments about the approach the ADRC is taking towards the merit opportunity, particularly that it is goal based rather than output based.

Ms. Swigert shared her concerns about merit based systems in general and that she believes it can create a competitive instead of collaborative environment.

Sup. Clancy commented on the mixed feelings regarding merit raises but felt this was a step in the right direction.

Ms. Christianson offered to speak to anyone individually on the subject who may need more clarification. She added that it is always our intention to be consumer driven and supportive of staff.

Mr. Pamperin/Sup. Clancy moved that the board approve the evaluation process as recommended by the Nominations and Human Resource Committee. Ayes: 11 Noes: 1 Ms. Swigert **MOTION CARRIED.**

Mr. Diedrick explained that the Nominations and Human Resources Committee is also responsible for evaluating Ms. Christianson and her position. The process of evaluating the Director is based on meeting the goals of the agency. At the beginning of the year Ms. Christianson created her goals and will now send each Committee Member her status on developments in each of those areas. All Board Members have the opportunity to e-mail comments regarding Ms. Christianson's performance to Mr. Diedrick to be incorporate into his comprehensive report as part of her evaluation process.

The Committee also addressed reappointment of current Board Members who have served one three-year term and are up for reappointment to a second three-year term. Ms. Robinson, Ms. Van Donsel, Ms. Hickey, and Mr. Rucker have offered to serve a second term and it is the recommendation of the Nominations and Human Resources Committee that we reappoint them in accordance with our by-laws.

Mr. Pamperin/Ms. Brasch moved to approve the reappointments as indicated. **MOTION CARRIED.**

Mr. Diedrick noted that we also need to fill the positions of Ms. Brasch and Sup. Clancy who will be leaving the board after completing their two three-year terms. The County Executive has recommended Sup. Corrie Campbell to fill Sup. Clancy's position. Ms. Campbell is a Brown County Supervisor who is originally from the Green Bay area, has been a writer, a journalist, an advocate, has used our services for aging relatives, and is grateful for the opportunity to serve on our board.

The recommendation to fill Ms. Brasch's position is Lori Rasmussen who would be representing the mental health population. Ms. Rasmussen has years of advocacy in the area of mental health, has served on the Board for the Depression and Bipolar Support Alliance, has been an Allouez Trustee, provides peer support for individuals, and has been an advocate for people with mental health.

It is the recommendation of the Nominations and Human Resources Committee to endorse Corrie and Lori for board positions. Ms. Maczka/Ms. Hickey moved to approve Corrie Campbell and Lori Rasmussen as new members of the Board effective January 1, 2014 through December 31, 2016. **MOTION CARRIED.**

Mr. Diedrick asked for nominations or volunteers to serve in the role of Treasurer which became vacant with Ms. Brasch leaving the Board. The Treasurer represents the Board's objective view of our finance reports, paychecks, or major contracts. Ms. Van Donsel nominated Ms. Relich. Mr. Diedrick asked three times for any other nominations for the position of Treasurer from the floor.

Mr. Pamperin/Ms. Swigert moved that nominations be closed and a unanimous ballot be cast for Ms. Relich as Treasurer. **MOTION CARRIED.**

**FAMILY CARE UPDATE:** Ms. Christianson briefly reviewed the Northeast Wisconsin Family Care CEO Report (enclosure). She indicated that December will be an important month as a decision will be made as to how Family Care will roll out with an anticipated goal date of July, 2015.

**DIRECTOR'S REPORT:**



- A. **BUILDING UPDATES: APPROVAL OF REMODEL BUDGET:** Ms. Christianson distributed a budget transfer request of \$91,068 - \$100,000 for building remodel expenses. In early June the board approved funds for architect services to create plans for this project. This remodel will create five additional office spaces to accommodate our growing staff. The resources for this office space remodel come from an additional State Allocation of Funds related to our being a Generation II in the preparation for the expansion of Family Care.

Ms. Van Donsel/Mr. Epstein moved to approve the \$91,068 - \$100,000 range budget transfer request. **MOTION CARRIED.**

- B. **BOSTON COLLEGE AND CSWE:** Ms. Christianson noted that she was in Boston along with several UWGB professors at the National Center for Participant Directed Services integrating these concepts into social work curriculum and practice. Wisconsin is one of eight states to receive the Enhanced Options Counseling Grant opening the opportunity for this partnership. This project will provide stipends for students to work with older adults and persons with disabilities in an ADRC environment

- C. **POLICY UPDATES: THE STANDARD:** Ms. Giesen reported that 3 years ago Brown County contracted out the management of their Family Medical Leaves. In 2014 Brown County will contract with with Standard Insurance or "The Standard" to manage their leaves and absences. They have invited us to join under their contract. Not only will The Standard offer us their expertise relating to state and federal laws, but it will create simplicity for staff enabling them to call one number and receive prompt service.

- D. **UPS GRANT:** After learning of a UPS Grant for \$5600 and having a very small window to apply, Ms. Christianson proceeded with the application. Today Ms. Christianson is requesting board approval.

Ms. Relich/Ms. Van Donsel moved to grant permission to submit the UPS Grant Application. **MOTION CARRIED.**

- E. **LOCAL TRANSPORTATION PLAN:** Ms. Christianson shared the 2013 Coordinated Public Transit-Human Services Transportation Plan for Brown County (enclosure) with Board Members. She noted that this plan will inform them of where the gaps in services are before approving the s.85.21 Transportation Grant Application in December.

- F. **CONTRACT AMENDMENTS: RED CROSS, NEW CURATIVE:** Ms. Christianson reported that after having set our budget we received a \$17,000 increase in our s.85.21 allocation based on the percentage of older individuals and individuals

with disabilities in our county. It is our desire to pass this on to our American Red Cross Contract to help alleviate their flat funding and support additional initiatives.

GWAAR informed us that other counties were unable to utilize all of their AFCSP (Alzheimer's Family & Caregiver Support Program) dollars by the end of 2013. We agreed to accept and reallocate those dollars to N.E.W. Curative to continue to help support their programming.

Ms. Van Donsel/Ms. Swigert moved to approve the American Red Cross & N.E.W. Curative Contract Amendments. **MOTION CARRIED.**

**LEGISLATIVE UPDATE:**

Ms. Hickey expressed concern about information she received regarding legislation that restricts the use of sheltered workshops. As an advocate, she believes many sheltered workshops provide many important and positive roles in our community. Ms. Relich validated this viewpoint. Ms. Hickey also described information she secured over the internet regarding parental rights of children with disabilities. Ms. Hickey did not have specific written information today but will share information as it becomes available. Ms. Christianson asked the board if they would like a panel of community providers to provide information at a future meeting. They all agreed. Ms. Christianson clarified the role of the ADRC in Wisconsin's Regional Enrollment Networks and the Health Insurance Marketplace and referenced the document enclosed in the board packet.

**ANNOUNCEMENT:** Mr. Pamperin complimented the agency and staff on the Wellness Center Grand Opening and the educational sessions that were held on Tuesday and Wednesday. Many board members were in attendance.

**NEXT MEETING – December 10, 2013 – ADRC Staff and Board Holiday Appreciation Lunch: Meeting 11:00-12:00; Lunch 12:00-1:00, Education Program 1:00-3:00:** Mr. Diedrick reminded members that the next Board Meeting will be held on Tuesday, December 10, at 11:00 a.m. followed by a Holiday Appreciation Lunch and an Educational Program.

**ADJOURN: Mr. Epstein/Ms. Hickey moved to adjourn. MOTION CARRIED.** The meeting adjourned at 10:21 a.m.

Respectfully submitted,

Arlene Westphal, Secretary

## PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

### GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on September 5, 2013, at 7:00 p.m., at Bellevue Fire Station #1, 3100 Eaton Road, Green Bay, WI.

Present: Randy Lind, Kevin Krueger, Lance Catalano, Brad Muller, Jim Stupka, Jay Yerges, Kevin Heimerl, Doug Peters, Brad Neville, Dan Kerkhoff, Angie Cali, Rob Gering, Fred Laitinen, Ryan Meader, Karl Linsmeier, Steve Zich, Bill Tews, Kevin Tielens, Terry Rottier, Joe Gabe

Item #1. Adoption of Agenda.

Motion was made by Stupka and seconded by Kerkhoff to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Muller and seconded by Laitinen to approve the minutes of the meeting of May 30, 2013. **Motion carried.**

Item #3. Report of Task Force Activities.

Gabe reported that the Task Force responded to the following fires since the last meeting:

06-07-13 827 Ricky Dr., Green Bay (duplex/undetermined)  
06-19-13 1378 CTH J, Hobart (residential/?)  
06-19-13 13881 Velp Ave., Suamico (garage/undetermined)  
06-30-13 4546 CTH T, Denmark (grainary/barn/undetermined)  
07-06-13 134 Brantwood Ave., Howard (dryer/accidental)  
07-06-13 2042 Memorial Drive, Howard (apartment/accidental)  
07-21-13 1321 Reber St., Green Bay (pole barn/undetermined)  
08-19-13 N1529 CTH V, Denmark (Kewaunee County)(residential/undetermined)  
08-30-13 4834 Langes Corners Rd., Denmark (shed/undetermined)  
08-31-13 1541 Western Ave., Green Bay (garage/undetermined)

Item #4. Information from Board of Directors Meeting.

Three applications for investigators received. The Board allowed Green Bay Metro Fire to have three investigators on the Task Force. Delain put out a notice to Sheriff's Office personnel reference openings for investigators. Permission was granted to allow the new investigators to shadow current investigators on call-outs due to the upcoming vacancies.

Item #5. Old Business.

There was a lengthy discussion on the issue of no one responding to call-outs. There was talk of a possible on-call system.

Item #6. New Business.

A. Election of Officers.

Motion made by Muller and seconded by Laitinen to re-elect Davidson as Treasurer. **Motion carried.**

Motion made by Kerkhoff and seconded by Stupka to elect Laitinen as Vice-President. **Motion carried.**

Motion made by Stupka and seconded by Catalano to elect Gabe as President/Coordinator. **Motion carried.**

Motion made by Catalano and seconded by Zich to close the elections. **Motion carried.**

Item #7. Juvenile Firesetter Business.

There have been about four cases since the last meeting.

Item #8. Other Matters.

No other matters were discussed.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting is set for Thursday, December 5, 2013, at Green Bay Fire Station #1, 501 South Washington Street, Green Bay, WI.

Item #10. Training.

Yerges and Heimerl from DCI reviewed the Hilltop Way apartment fire before the meeting.

Motion was made by Stupka and seconded by Kerkhoff to adjourn the meeting. **Motion carried.**

Respectfully submitted,

Marsha Laurent  
Recording Secretary

## **PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD**

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, November 14, 2013 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

---

**Present:** Chairman Tom Lund  
Carole Andrews, John Van Dyck, Bill Clancy, Susan Hyland, JoAnn Grashberger

**Excused:** Craig Huxford, Helen Smits, Paula Laundrie

**Also**

**Present:** Jeremy Kral, Executive Director  
Tim Schmitt, Finance Manager

---

1. **Call Meeting to Order:**  
The meeting was called to order by Chair Tom Lund at 5:15 pm.
2. **Approve/Modify Agenda:**  
GRASCHBERGER/ANDREWS moved to approve the agenda.  
The motion was passed unanimously.

Supervisor John Van Dyck entered at 5:16 p.m.

3. **Approve Minutes of October 10, 2013 Human Services Board Meeting:**  
CLANCY/HYLAND moved to approve the minutes dated October 10, 2013.  
The motion was passed unanimously.
4. **Executive Director's Report**  
  
Executive Director Jeremy Kral presented and handed a written report to the board (attached).  
  
Q: County Board Member Van Dyck asked if the nurse practitioner we are seeking specializes in psychiatric care.  
A: Kral stated that a Nurse Practitioner at a medical clinic will have less certification than what we are looking for. We are seeking an Advanced Practice Nurse Prescriber who will have a special state credential to prescribe psychotropic medications.  
  
VAN DYCK/ANDREWS moved to receive and place on file.  
Motion was carried unanimously.
5. **Financial Report**

Schmitt had submitted a written report with the board packet agenda. Schmitt stated there are two new reports about fund balance that will be included going forward.

Q: County Board Member Van Dyck asked if the \$6 million amount is the well discussed fund balance for Human Services.

A: Schmitt answered yes and added that we did budget to use some of the money for 2013. Our original budget stated we would be using \$2 million but we will most likely end up using less than that.

Q: County Board Member Van Dyck asked if there will be excess revenue again this year.

A: Schmitt stated that the CTC remodel project has come in under budget. We put in the budget \$400,000 to use for high cost clients but have not done a detailed analysis of that yet. We look favorable for the budget thus far.

ANDREWS/GRASCHBERGER moved to receive and place on file.  
Motion was carried unanimously.

**6. Statistical Reports:**

Please refer to the packet which includes this information.

**7. Approval for New Non-Continuous Vendor:**

Please refer to the packet which includes this information.

**8. Request for New Vendor Contract:**

Please refer to the packet which includes this information.

**9. Other Matters:**

Next Meeting: Thursday, December 12, 2013  
5:15 p.m. – Sophie Beaumont Building, Board Room A

**10. Adjourn Business Meeting:**

HYLAND/ANDREWS moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 5:29 p.m.

Respectfully Submitted,

Kara Navin  
Recording Secretary

*Brown County Human Services*

Executive Director's Report to the Human Services Board

November 14, 2013

Members of the Board:

The CTC Hospital Redesign is nearing completion. We expect to open the Crisis Stabilization facility in December. Delivery of certain materials will slow down the overall project somewhat but it will be finished by our targeted date. So far the construction has been relatively smooth with only minor inconveniences to staff, consumers, and unexpected challenges with the work itself.

A very positive development has happened with regard to our well-publicized shortage of psychiatric care capacity. We have worked with the state regulators to issue a temporary variance for our outpatient clinic to employ a nurse practitioner to provide psychiatric care. This variance sets in place some stringent limitations for the person's practice and for our responsibilities to supervise and support the position, but these are welcome given the circumstances. We are seeking to hire a person in this capacity as soon as possible.

As many of you know, the county budget hearing was last week. The Human Services Department budget for 2014 is fundamentally the same as it was when this body reviewed and approved it earlier this fall. The only change was that some additional funds were allocated from a fund balance account to be used for certain Family Services programs that we have existing contracts with.

The state assembly has advanced a package of mental health care reforms following the recommendations of Speaker Robin Vos' taskforce on mental health. These bills are largely supported by counties, and represent some very strong moves to help refine Wisconsin's system of care. An article on the bills is attached. The senate does not appear likely to act on these until next year, because their only scheduled work the rest of this year will be on the bills to delay Medicaid changes in light of the delays with implementation of the Affordable Care Act due to the broken website.

This week we are interviewing for the Long Term Care Manager position which became vacant when Ian Agar changed roles. Next week we will be interviewing for the Hospital and Nursing Home Administrator position which will become open when Mary Johnson retires early next year.

It's already been six months since the most recent change in the Executive Director role. I want to express my thanks to this body, Chairman Lund, County Executive Streckenbach, Human Services Committee Chairman Pat Evans, and the many other people who have helped the Human Services Department to continue successfully fulfilling its mission through this period. Thanks also from me personally for the input, advice, guidance, and support. Our many collective efforts have the department on the cusp of some very exciting developments that would not be possible without our coordination and collaboration.

Respectfully Submitted By:



Jeremy Kral  
Executive Director

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **October 17, 2013 at 5:15 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

**PRESENT:** KATHY PLETCHER, DON CARMICHAEL, VICKY VAN VONDEREN and TERRY WATERMOLEN  
BOB NIELSEN joined the meeting at 6:10 p.m.

**EXCUSED:** CARLA BUBOLTZ, TIM NIXON and CHRISTOPHER WAGNER

**ALSO PRESENT:** Lynn Stainbrook, Lynn Hoffman, Lori Denault, Sue Lagerman, Curt Beyler (staff)

**CALL TO ORDER** President Kathy Pletcher called the meeting to order at 5:15 p.m. There was not a quorum of the board present.

### **CONSENT ITEMS**

**a. Approve/modify agenda <No action - Approval deferred>**

**b. Approval of minutes <No action - Approval deferred>**

### **COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC**

No communications were received.

No one was present to address the Board.

### **REPORT FROM MUSEUM-LIBRARY TASKFORCE**

No report. The next scheduled meeting is Monday, October 21, 2013.

### **STRATEGIC PLANNING DISCUSSION**

The final version of the strategic plan was distributed. The Playbook was an idea born from the Kevin King all-staff workshop. It condenses the mission, priorities and strategic goals. Results from the Summer Reading Program survey were compiled into a report and support what research indicates about the importance of reading. D. Carmichael reported that WBAY – TV2 will sponsor the “1,000 Books Before Kindergarten” project. L. Stainbrook is working on a PowerPoint to explain the strategic plan process. She is scheduled to present to the Board of the Friends of the Brown County Library. She will modify it for public presentation and also create a screencast to share with staff. An Action Plan form was given to staff to act as a worksheet to help shape the steps to achieve the goals. The Management Goals state that the mission supports the four priorities. L. Stainbrook reported that there is concern among staff about what should get done first since they have other additional concerns – one being security at the library once the colder season starts and how much more will be expected from staff in handling situations. This may affect the progress of the plan. An attempt will be made to push for the security coordinator at Ed & Rec. Since the strategic plan is a living document, it could happen that certain goals may fall off if other issues arise. It was recommended that an annual review take place to stay connected with the plan.

### **LIBRARY BUSINESS**

#### **a. Information Services Report**

L. Denault and F. Beaumier worked with a consultant to upgrade the MK RFID system at the Southwest Branch. There haven't been any issues to date. The PC reservation system, ALPS, was installed at East and Pulaski. The rest of the locations will be finished the week after next and will meet the December deadline. The MFP (Multi-Function Printer) installed at the Central circulation desk, will allow online library card applications to be handled in a more immediate fashion at the desk. T. Watermolen asked about the status of the UWGB PCs purchased in 2012. The plan was to replace half of all computers every year and now it has lapsed. I.S. has to install them. They are also tied to the ALPS installation. T. Watermolen questioned if they going to be obsolete by the time they get installed. There are also several 'Out of Order' PCs in the branches which should be replaced as soon as possible. It is important to know that they will be installed in a reasonable amount of time. To expedite the process, the library's I.T. Librarian could be given administrative access to accomplish this and other tasks or an outside IT company could be hired. The money to pay for an outside firm would have to be taken from B.C.T.S. (Brown County Technology Services – formerly Information Services). Even timely, automated updates would be beneficial. T. Watermolen feels the library is not getting what it pays for in terms of B.C.T.S. services and suggested that they need to either work harder or allow the library to take a fair share of what is paid to B.C.T.S. and spend it on a company or on library's own qualified staff. It needs to be changed and the Board is willing to work with the county to make changes and agree on a new arrangement. A goal to improve this process needs to be set.

#### **b. Financial Manager's report, bills and donations**

Financial reports for September, 2013 were presented. <No action - Approval deferred>

L. Denault reported that there were no bills out of the ordinary.



Bob Nielsen joined the meeting at 6:10 p.m. creating a quorum of the Board.

With a quorum of the Library Board present, action was taken on the following items:

#### **CONSENT ITEMS**

a. **Approve/modify agenda** There were no changes to the agenda. **Motion** by T. Watermolen, seconded by V. Van Vonderen, to approve the agenda. **Motion carried.**

b. **Approval of minutes** **Motion** by T. Watermolen, seconded by B. Nielsen, to approve the September 19 minutes. **Motion carried.**

#### **LIBRARY BUSINESS**

b. **Financial Manager's report, bills and donations** Financial reports for September, 2013 were presented. **Motion** by T. Watermolen, seconded by D. Carmichael, to approve the September, 2013 financial statements and Gifts, Grants and Donations as follows:

#### **Brown County Library Gifts, Grants & Donations Report September 2013**

##### **Gifts & Donations**

09/01/13	Central Donation Box (various donors)	113.35	Children's Garden
09/12/13	Cellcom	15,000.00	Children's Garden
09/19/13	Friends of the Brown County Library	22.00	Ashwaubenon Supplies
09/26/13	Renee Tate	55.94	Weyers-Hilliard Materials
09/26/13	The Celebrate Committee Inc.	250.00	Kress Children's Materials
09/01/13	Ashwaubenon	14.61	Donation Box
09/01/13	Bookmobile	10.65	Donation Box
09/01/13	East	43.39	Donation Box
09/01/13	Weyers/Hilliard	7.58	Donation Box
09/01/13	Central Circulation	-	Donation Box
09/01/13	Kress	15.76	Donation Box
09/01/13	Pulaski	6.75	Donation Box
09/01/13	Southwest	11.55	Donation Box
09/01/13	Wrightstown	-	Donation Box
	<b>Total Donations</b>	<b>\$ 15,551.58</b>	

##### **Federal & State Grants**

09/05/13	Northeast Telephone Company	\$ 595.20	E-Rate
09/05/13	CenturyTel	528.00	E-Rate
09/05/13	Nicolet Federated Library System	25,000.00	Technology Grant
09/30/13	Nicolet Federated Library System	3,543.82	Collection Development
	<b>Total Grants</b>	<b>\$ 29,667.02</b>	

**Motion carried.**

#### **c. 2014 Budget**

L. Stainbrook reported that Ed & Rec will meet to review the library's budget requests next Tuesday, October 22. K. Pletcher, L. Denault and L. Hoffman will also attend. The intent is to walk them through PowerPoint that was shown to the Executive Committee. Additional requests included funding for a security coordinator and funds in the amount of \$80,000 for an Automated Materials Handler (the check-in and sorter) for the Weyers-Hilliard branch. Funds to move the cooling tower from the old mental health to Central were removed from the request because the cooling tower is being funded from the bond. The security coordinator wasn't in the County Executive's budget but the AMH is included in capital projects. The County Executive's budget included \$50,000 earmarked for the Community Partnership for Children. The library does a lot of work with this organization. A request for a full-time CL librarian will be included in the library's request. T. Watermolen asked about a recommendation on Bookmobile services. A meeting is planned and data is being collected. L. Stainbrook expects to have the information ready by the December meeting.

**Motion** by V. Van Vonderen, seconded by D. Carmichael, to approve the supplemental budget requests for a security coordinator and a full-time children's librarian who would provide services including implementing the WBAY sponsored "1000 Books Before Kindergarten" program at all library locations. **Motion carried.**

- d. **Approve Budget Adjustment Notice - transfer budget dollars from supplies to capital outlay for Cellcom Children's Vegetable Garden Project Fence** **Motion** by T. Watermolen, seconded by V. Van Vonderen to approve the budget transfer of \$17,950 from supplies to capital outlay to cover the expense of the fence for the Cellcom Children's Vegetable Garden. **Motion carried.**

- e. **Approve Budget Adjustment Notice – transfer budget dollars for Ashwaubenon parking lot project** **Motion** by T. Watermolen, second by V. Van Vonderen, to approve the reallocation of funds totaling \$31,500 for the replacement of the Ashwaubenon parking lot. **Motion carried.**

- f. **Approve Ashwaubenon Parking Lot Bid**

**Motion** by D. Carmichael, seconded by V. Van Vonderen, to approve the low, base bid from Rass Excavating and Asphalt in the amount of \$19,935 + base per cubic yard. **Motion carried.**

- g. **Facilities Report**

**1. Progress Report on Cellcom Children's Vegetable Garden**

L. Stainbrook and S. Lagerman applied for a grant from the Greater Green Bay Community Foundation for funding of the Children's Garden's walkway. Meetings are also set with Brighid Riordan (Cellcom) and Sherri Prosser at Cornerstone Foundation. Approximately an additional \$30,000 is needed to complete the new design. The total project cost is about \$79,200. Bob Nielsen reached out to a contact for landscaping services but hasn't heard back.

**2. Update on Various Projects**

The bubble light fixture above the check out stations at Central will be installed next week. The rest of the lighting soffit over the Circulation area was removed. The area looks much brighter and open. Modification on the first elevator should be finished next week and will be inspected on 10/29. Four new ranges of fiction shelving donated by Manitowoc PL were installed at the Central Library. About 150 19w lights are on order for Weyers-Hilliard. They will offer less maintenance, better color and increased energy savings.

**NICOLET FEDERATED LIBRARY SYSTEM**

**a. Monthly update**

No update.

**b. Approve 2014 Resource Library Agreement**

**Motion** by T. Watermolen, seconded by V. Van Vonderen to approve the 2014 Resource Library Agreement as presented. **Motion carried.**

**OLD BUSINESS**

**a. Adjacent County Billing** The 2011 invoice to Outagamie County has been sent to collection. Via a memo sent to L. Stainbrook and M. Merrifield (NFLS Director), Rick Krumwiede suggested two methods for billing.

1. "Service to All Residents where BCL and Outagamie County libraries would calculate the net cost of serving all residents of the other county using the statutory cost formula." This seems to ignore taxpayer equity and only focuses on reciprocity.

2. "Service to Residents Outside of Library Communities where BCL and Outagamie libraries would calculate the net cost of serving residents of the other county who don't live in a jurisdiction where a public library or branch library is located."

The Board recommends not to take action until bill is paid. **Motion** by D. Carmichael, seconded by V. Van Vonderen to decline to take action on memo until the delinquent 2011 bill is paid **Motion carried.**

**b. AB288 status** This bill is on the legislative schedule for next Tuesday. The Wisconsin Library Association has a working committee charged with proposing recommendations on the state of adjacent county billings by December. L. Stainbrook serves on this committee.

**PERSONNEL**

**a. Approve Revised Personnel Administration Policy**

The revision includes a philosophy statement which was reviewed and positively received by the Work Rules Committee. The Board liked the ideals but had concerns with the implementation details - the how. K. Pletcher would like to have a few board members work with L. Stainbrook, L. Hoffman and L. Denault to write up the details concerning compensation and what the structure would look like. Developing a pay structure takes time, thought and effort to build trust and plan for the future. It is important to have an outline for a plan and work towards a goal. The Board agreed that the philosophy needs a vision and values that are observable and able to be documented. This statement will be revised and presented at the November meeting. The Board had various concerns about

the language including 'merit-based' pay and the use of 'diverse'. Per the Board's request, L. Stainbrook reviewed the WI State Health care program. This information was placed on file.

**PRESIDENT'S REPORT**

No report.

**DIRECTOR'S REPORT**

L. Stainbrook asked for feedback on her Director's report. Reporting successes and challenges are helpful to the Board and the format of the Library Report is satisfactory.

**CLOSED SESSION (p.m.)** There was no need for a closed session.

**SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW**

None.

**MEETING SUMMARY/NEXT MEETING PLANNING**

Discuss potential of December meeting.

**ADJOURNMENT**

**Motion** by T. Watermolen, seconded by B. Nielsen, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 7:25 p.m.

**NEXT REGULAR MEETING**

**November 21, 2013**

**Central Library**

**515 Pine Street, downtown Green Bay**

**5:15 p.m.**

Respectfully submitted,  
Dr. Christopher Wagner, Library Board Secretary  
Sue Lagerman, Recording Secretary